

Finance Directorate Job Risk Assessment

Name(s) of Risk Team Members: A. Gray, P. Ferrara, M. Hobson, L. Sinatra, S. Mouzakes, C. Buck, K. Fox, DJ Greco	Point Value → Parameter ↓	1	2	3	4	5
Job Title: Driving	Frequency (B)	≤once/year	≤once/month	≤once/week	≤once/shift	>once/shift
Job Number or Job Identifier: JRA-03-Driving						
Job Description: Driving BNL and personal sedans and light pick-up trucks on-site and off-site to transport personnel and small, hand-held packages	Severity (C)	First Aid Only	Medical Treatment	Lost Time	Partial Disability	Death or Permanent Disability
Training and Procedures List (optional): BNL sponsored Defensive Driving course is optional for drivers. NYS Driver's License (or reciprocal) is required.	Likelihood (D)	Extremely Unlikely	Unlikely	Possible	Probable	Multiple
Approved by:						
Stressors (if applicable, please list all): Inclement weather such as rain, snow, and ice. Seasonal wildlife hazards such deer, turkey, and geese.		Reason for Revision (if applicable):			Comments:	

			Before Additional Controls							After Additional Controls						
Activity	Hazard	Control(s)	Stressors	# of People	Frequency	Severity C	Likelihood D	Risk* AxBxCxD	Control(s) Added to Reduce Risk	Stressors	# of People	Frequency	Severity C	Likelihood D	Risk* AxBxCxD	% Risk Reduction
Preliminary walk-around inspection of vehicle	Slips, fall on same level, bump of body part, pinched hands/finger	Marked parking spaces with proper footing, road and parking lot maintenance, proper footwear	N	1	5	1	2	10								
			Y	1	5	1	3	15								
Entering/exiting parked vehicles	Slips, fall on same level, bump of body part, pinched hands/finger	Vehicle design: handles, headliner/door/dash padding; marked parking spaces with proper footing	N	1	5	1	2	10								
		Vehicle design; handles, headliner/door/dash padding; marked parking spaces with proper footing, road and parking lot maintenance	Y	1	5	1	3	15								

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Activity	Hazard	Control(s)	Stressors	# of People	Frequency	Severity C	Likelihood D	Risk* A x B x C x D	Control(s) Added to Reduce Risk	Stressors	# of People	Frequency	Severity C	Likelihood D	Risk* A x B x C x D	% Risk Reduction
Entering/exiting parked vehicles—driver or passenger	Struck by moving vehicle	High percentage of parking lots versus on-street parking, lower speeds on parking lots, street lighting, rear view mirrors	Y	1	5	3	2	30								
Driving car/light truck around site	Vehicle accident—striking another vehicle or stationary object (inclement weather for approximately 6 months/year)	Speed limit; police enforcement of driving rules, speed limits; design of vehicle, seat belt; licensed drivers; vehicle, road, and parking lot maintenance; fencing at pool during summer camp program; State government car inspection sticker program of private vehicles; SBMS Traffic Safety Guidelines	Y	2	2	2	3	24								
Bicycle, pedestrian & animal travel around site	Vehicle striking pedestrian or bicyclist- injury to pedestrian, bicyclist, or vehicle occupant	Vehicle lighting, marked crosswalks, sidewalks, street lighting; speed limit lessens injury potential, bicycle helmets	N	1	4	3	2	24								
	Vehicle striking animal- injury to vehicle occupant	Vehicle lighting, seat belts, driver awareness of need for caution via ESH reminders	N	1	3	1	2	6								
Gas fill-up and vehicle maintenance	Fire from fueling or injury opening engine compartment—risk to vehicle operator	On-site trained service personnel for filling gas and checking vehicles at both stations	N	1	3	1	1	3								

*Risk:	0 to 20	21 to 40	41-60	61 to 80	81 or greater
	Negligible	Acceptable	Moderate	Substantial	Intolerable